



# CITY OF SAN MATEO

City Hall  
330 W. 20th Avenue  
San Mateo CA 94403  
[www.cityofsanmateo.org](http://www.cityofsanmateo.org)

## Agenda Report

---

Agenda Number: 14

Section Name: {{section.name}}

File ID: {{item.tracking\_number}}

---

**TO:** City Council  
**FROM:** Drew Corbett, City Manager  
**PREPARED BY:** City Manager's Office  
**MEETING DATE:** October 18, 2021  
**SUBJECT:**  
Temporary Outdoor Dining Program – Extension

### **RECOMMENDATION:**

Adopt a Resolution to adopt the amended temporary Guidelines for Expanded Outdoor Dining During COVID-19 Emergency to extend the timeframe through April 30, 2022.

### **BACKGROUND:**

The City has allowed for expanded outdoor dining in commercial areas since June 2020 through the adoption of Guidelines for Expanded Outdoor Dining During COVID-19 Emergency. This program allows for a no-fee permit for businesses to use on-street parking spaces, sidewalks, and closed street segments for outdoor dining. These guidelines were originally envisioned to be in place for a very limited period of time during the height of the pandemic when indoor dining was prohibited. However, as outdoor activities have continued to be encouraged to reduce transmission of COVID-19, the City extended the program in June to run through December 31, 2021.

Given the recent surge in COVID-19 due to the Delta variant, staff now recommends allowing the temporary outdoor dining program to extend through April 30, 2022. This will allow business to get through the winter months with the temporary winterization measures in place, such as roofs and tents. Starting in May, businesses that wish to retain their outdoor dining beyond the pandemic must meet the requirements proposed for the long-term parklet program. Staff has prepared amended guidelines that include this extended timeframe as well as eliminating references to the State's COVID-19 color tier system, which is no longer in place.

### Lane Closure on B Street

The pilot street closures on B Street included a one lane closure on the block of B Street between Baldwin and 1st Avenue. The City Council decided to not include that in their recent adoption of permanent Pedestrian Malls for the other pilot closed street segments between 1st and 3rd Avenues. The temporary authorization to keep this lane closure in place expires on December 31, 2021.

Staff does not recommend extending the lane closure beyond that date due to safety concerns. The situation is compounded by the adjacent construction on the former Trag's site, which results in a confusing configuration for drivers. Staff has witnessed several vehicles traveling in the wrong direction in the open travel lane. Staff recommends that the lane closure get converted to a common parklet using only the parking space width in that segment after December 31, 2021. It will reduce the amount of outdoor dining available to the businesses on that block but still provide them with usable space.

### **BUDGET IMPACT:**

The Temporary Outdoor Dining Guidelines do not require businesses to pay for their use of the public right-of-way. As a

result, the continuation of the program reduces revenues to the Downtown Parking Program. Revenues from this program are used to cover maintenance and cleaning expenses for the Downtown. Presently, there are roughly 150 metered parking spaces being used for outdoor dining in Downtown San Mateo. On average, Downtown parking spaces (including both on and off-street parking) produce \$1,000 in revenue for the City per year. As a result, extending the program for an additional 4 months results in a revenue loss of approximately \$37,500 to the City.

**ENVIRONMENTAL DETERMINATION:**

In accordance with CEQA Guidelines Section 15378(b)(5), adoption of these outdoor dining guidelines is not a “project” subject to CEQA, because it is an administrative activity that will not result in direct or indirect physical changes to the environment.

**NOTICE PROVIDED**

All meeting noticing requirements were met.

**ATTACHMENTS**

Att 1 – Proposed Resolution

**STAFF CONTACT**

Kathy Kleinbaum, Assistant City Manager  
kkleinbaum@cityofsanmateo.org  
(650) 522-7153